

Maynard Finance Committee
Zoom Meeting ID: 858 2442 5764
2/22/21

Present: Tom Black, Elliot Bruce, Peter Campbell, Ken Estabrook (Chair), Alannah Gustavson, Kelly Kane, Jillian Prendergast (Vice Chair)

Absent: None

Others: Mike Guzzo, Justin Demarco, Greg Johnson, Lydia Clancy, Natasha Rivera, concerned citizens

All relevant documents available on board docs.

Meeting called to order at 7:02pm. Ken went over the legal remote meeting notice. This meeting was not recorded.

Ken went over the agenda for the meeting.

Ken shared the February 8 meeting minutes on the screen. Peter motioned to approve with 2 amendments, Jill seconded. Vote 7-0 to approve.

Ken shared the Joint Budget Review meeting minutes on the screen. Peter motioned to approve with one amendment. Tom seconded. Vote 7-0 to approve.

Chair Updates

Ken sent out an email regarding the next Chair of Fincom. Alannah has expressed interest. Ken isn't intending to secure this position ahead of time, but just to give any interested parties a chance to prepare.

Ken forwarded a comment on Greg Johnson's performance review that mentioned Fincom.

Alannah asked a clarifying question about there being any protocols about gathering information from department heads in town. Ken said there is not a specific directive, but that if our requests became burdensome to staff, we could coordinate our requests through the Chair.

Reserve Fund Transfers

Ken corrected the excel sheet on the screen that the Sick Leave Buyback for Gray is for the Fire Department, not police, and that the amount for Duggan is \$16,699 not \$1,699.

Mike Guzzo said there is one coming for the Library as well, but that should be the last one. As contracts with Sick Leave Buyback in them fade out these will be less frequent. Mike wanted to clarify that encumbrances are only good for one year - it can be salary to salary and expense to expense, only in the same department.

Justin DeMarco explained the Town Hall Asbestos Removal expense of \$20,000.00. The removal was an immediate need. He said this is only abating about half of the

asbestos total remaining in Town Hall. He hopes to do minor abatements yearly under the operating budget. Mike has the exact total, which is just over \$18,000.

Discussion ensued about the timing of approving these items, whether or not operating budgets could cover any of the costs.

Ken made a motion to approve the amount of \$73,134.00 from the Reserve Fund. Peter seconded, vote 7-0 to approve.

Ken made a motion to approve the amount of \$33,562.56 from the Reserve Fund. Tom seconded, vote 7-0 to approve.

Draft Controls

As Justin DeMarco was present, Ken wanted to go to the DPW articles first. Justin started with F and G - the Water and Sewer Enterprise Fund Budget articles. Ken shared the article F on screen. The budget is a 5% increase, the rate increase is 3%. With Covid, there has been more revenue due to more residents staying home, but that is not expected to be a continued trend. 129 Parker development has also added to the usage. Justin answered some clarifying questions from Fincom members. Justin explained the Wastewater Treatment Plant expenses with our contractor and the complexities involved in bringing that process in-house. One of his goals is to get our retained earnings up in order to be able to pay for some capital needs.

Ken shared article G on the screen. Water rates increased 4% this year. Phase 1 is the implementation of Well 4A, which started on last year's budget. This year there will be upgrades to the treatment plant for this new water source. This addition just covers the 129 Parker additional needs. Maynard was not meeting DEP requirements for staff, so we are in Phase 2 of our 5 year employment structure change. Peter asked about the cost of Phase 2 for water capacity. Justin estimates bringing Well 5 back online to be about 12 million, which is permitted for 500,000 gallons a day. This expense will be discussed further in the next fiscal year's budget. Water rate increases can cover much of it, and the borrowing can have a long repayment plan, but we can also use General Fund monies for water/sewer.

There was discussion concerning these water/sewer expenses not yet being shown on the Capital Improvements Plan. The Capital Planning Committee is still a newly formed group and is coming up to speed. Their focus is prioritizing and there will be more collaboration with departments, such as DPW.

Ken shared the article J, Sewer Retained Earnings, on the screen. Justin explained the need for the Vector Truck and the healthy retained earnings amount from this year.

Ken shared the article to adopt Ch 40, Section 8J. Justin explained that the ADA commission discovered the Town had never adopted this regulation. This article is necessary to officially recognize the ADA Commission.

Justin discussed the article (placeholder) about combining water and sewer enterprise funds. The article is not yet approved/shared. The pros for this are combining retained

earnings for larger projects, and accounting efficiencies. 98% of customers are on both water and sewer. Accountability and transparency can remain in place within the line items of the department budget.

Ken shared the article for Well 4 Treatment plant borrowing. The water enterprise budget includes the debt service for this item.

Ken shared Control W, golf course contract. Our current contract is very similar to the state's boilerplate contract for municipal golf courses. Some discussion about alternatives to keeping the golf course as a golf course ensued.

Justin gave the CapCom an adjusted plan that he spoke to at the Joint Budget Review. He believes next year the CapCom will be more informed and become a driver of capital budgets.

Ken went over the other articles, including ones that have been removed from this Town Meeting list. Further discussion decided on asking Bill Kohlman to a meeting to discuss the By-Law changes. Ken will divide up the articles for members to take on writing our comments. FinCom also needs to put together our budget document.

Ken asked if the budget will be updated. Greg said they have gotten the town health insurance numbers and the budget will be updated accordingly.

Joint Budget Review

Ken asked for FinCom comments on the meeting. Alannah thought it was helpful, but missed it being in person, as zoom didn't seem to facilitate quite as robust discussion.

Kelly suggested that this joint meeting happen more than once a year, hoping it will lead to more robust deliberation. Overall FinCom felt the meeting was productive.

Tom motioned to adjourn, Peter 2nd. Vote 7-0 to adjourn at 9:51.

FinCom Reserve FY21

Approved at Town Meeting, Article 13:	\$250,000.00
Approved by FinCom	
Police Sal - Sick Leave Buyback	\$73,134.00
Fire Sal - Sick Leave Buyback	\$33,562.56
Total remaining in Reserve Fund	\$143,303.44
Pending approval by FinCom	
Library Director Retirement	\$23,959.00
Asbestos Abatement Town Hall	\$18,292.71
Total Remaining including Pending	\$101,051.73